

STATE OF HAWAII  
NOTICE OF AND REQUEST FOR  
RESTRICTIVE PURCHASE OF SERVICE  
PURSUANT TO §103F-403, HRS

12 SEP 28 P1:24

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

To: Chief Procurement Officer

From: Dept. of Health/Family Health Services Division/Maternal and Child Health  
Branch/Healthy Start Program  
*Department/Division/Branch or Office*

Pursuant to §103F-403, HRS, and Chapter 3-144, HAR, the department head has made a determination that an adequate basis for a restrictive purchase of services exists and requests approval to make a restrictive purchase for the following:

1. Title and description of health and human service(s): Home Instruction for Parents of Preschool Youngsters: A home based, parent involvement program that focuses on parent involved early learning. It is designed for parents who have doubts about, or lack confidence in, their ability to instruct their children and prepare them for school due to factors such as limited formal education, limited English proficiency, limited financial resources, or other risk factors. HIPPY programs deliver curriculum for 30 weeks each year, and in addition to weekly home visits, group meetings are offered monthly. Home visits typically last one hour and group meetings last two hours. The goals of HIPPY's programs are to help vulnerable children achieve long term academic success, improve parent-child relationships and increase parent involvement in their children's schools and communities.	
2. Provider Name and Address:	Keiki O Ka Aina 3097 Kalihi Street Honolulu, HI 96819
3. Total Contract Funds:	\$959,466
Contract Funds per Year (if applicable):	\$479,733
4. RH No. of Previous Request for this Service (if applicable)	9/28/12 <i>cyh 9/28/12</i>
5. Term of Contract:	Start: <del>9/1/2012</del> End: 6/30/2014
If the contract term is longer than 1 year, provide justification for the extended term: The HIPPY program generally runs on the school calendar. If the contract execution is delayed, the funds will be expended in the middle of the program term. A second 30 week session should be able to start 9/1/2013, utilizing the full expertise and infrastructure of this existing program. Contracting for two years should provide the outcomes the State desires for improving parent child relationships and school readiness for the cohort served. It is not anticipated that any other entity will be able to operate a licensed HIPPY program with the required infrastructure to report on the funding requirement for data on HRSA benchmarks.	

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6. Describe the circumstances justifying a restrictive purchase:

The HIPPY program is recognized as an evidence-based home visiting model by the Health Resources Services Administration (HRSA) which funds the Maternal Infant Early Childhood Home Visiting (MIECHV) grant. The MIECHV grant recognized a limited number of evidence-based home visiting models that would qualify for MIECHV support. The HIPPY model is one of these models. Procurement by competitive means would not be practicable as the state wishes to contract with only those programs with the capability to submit HRSA benchmark data and who are operating a quality program with fidelity. Although KOKA is the only entity operating a HIPPY program, it has demonstrated its ability to submit data to meet the HRSA requirements for the MIECHV grant. It is advantageous to the State to enter into a contract with KOKA who is already operating a quality program as this meets the state's responsibilities for ensuring quality programs which can be sustained.

7. Describe the efforts and results in determining that this is the sole provider who can render services. Include approximate dates:

PEH No. 12-14 approved partnerships with existing home visiting programs to form the Hawaii Home Visiting Network (HHVN). All home visiting providers were invited to participate. Voluntary membership was solicited and Keiki O Ka Aina (KOKA) submitted an application which was accepted on 4/30/12. At this time, KOKA is the only HHVN member operating a HIPPY program. Based on DOH consultation with KOKA, and a review of the HIPPY model, guidance and accreditation standards, KOKA has met the DOH requirements to enter into a formal contractual relationship to expand their program capacity. This service could not be procured through competitive means as providers must first agree to be a part of the HHVN and then meet fidelity and continuous quality assurance requirements to be eligible for a contractual agreement to expand. KOKA is the only accredited provider of the HIPPY program in Hawaii. If there were other HIPPY providers, the entity would have to agree to join the HHVN which requires taking referrals from the DOH early identification system and reporting on data benchmarks and requirements for the HHVN.

8. List state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Helene Kaiwi, Supervisor  
Family and Community Support Section

9. Direct questions to (name & position): Cindy Hirai, Program Head

Phone number: 808-733-9042

cindy.hirai@doh.hawaii.gov

e-mail address:

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I certify that the information provided above is to the best of my knowledge true and correct.

  
\_\_\_\_\_  
*Department Head Signature*

Loretta J. Fuddy, A.C.S.W., M.P.H.

\_\_\_\_\_  
*Typed Name*

  
\_\_\_\_\_  
*Date*

Pursuant to §103F-403, Hawaii Revised Statutes and Chapter 3-144, Hawaii Administrative Rules, the aforementioned purchasing agency has submitted a request to the chief procurement officer for a restrictive purchase of service for health and human services, and if approved, intends to purchase the service without issuing a request for proposals.

Any person may file a written protest under the procedures established under Chapter 3-148, Hawaii Administrative Rules, located on the web at [www.spo.hawaii.gov](http://www.spo.hawaii.gov), click *Statutes and Rules* and *Procurement of Health and Human Services*. Protests shall be hand delivered or postmarked by United States Postal Service within seven (7) days after the date this notice is first published on the internet. If hand delivered it must be submitted by 4:30 PM, Hawaii Standard Time, within seven days after day this notice is first published. Protests must be submitted to the following procurement officer **and** head of the purchasing agency:

***Procurement Officer for this Procurement***

Gordon Takaki  
Public Health Administrative Officer  
Family Health Services Division  
3652 Kilauea Avenue  
Honolulu, HI 96816

***Head of Purchasing Agency***

Loretta J. Fuddy, A.C.S.W., M.P.H.  
Director of Health  
Department of Health  
1250 Punchbowl Street  
Honolulu, HI 96813

Protest forms and instructions are on the web at: [www.spo.hawaii.gov](http://www.spo.hawaii.gov), click *Health and Human Services, Chapter 103F...* and *Forms for Private Providers*. Questions should be directed to the contact person noted in item 9 of the request.

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**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

**Chief Procurement Officer's Comments:**

This request is returned with no action required. The State Procurement Office understands that the department competitively procured for home-visiting services and for early identification services, which allowed for various programs to be awarded, not only the Home Instruction for Parents of Preschool Youngsters (HIPPI) program. If there are any questions, please contact Corinne Higa at 587-4706, or corinne.y.higa@hawaii.gov.

☐ APPROVED    ☐ DISAPPROVED    ☒ NO ACTION

 2/1/2013  
Chief Procurement Officer Signature

Please ensure adherence to applicable administrative requirements.